

CURRENT VACANCIES as of
July 2015
For COMMISSIONER-APPOINTED
BOARDS, COMMITTEES & COMMISSIONS

The Charles County Commissioners are seeking County residents to fill vacancies on the following
Boards, Committees & Commissions:

- Adult Public Guardianship Review Board
- Alarm Review Board
- Area Council on Aging
- Board of License Commissioners (Liquor Board)
- Board of Social Services
- Cable Advisory Commission
- Critical Area Commission
- Disadvantaged Business Loan Review Committee
- Ethics Commission
- Gaming Permit Review Board
- Grants Advisory Panel
- Heritage Commission
- Historic Preservation Commission
- Homeowner's Association Dispute Review Board
- Housing Authority Board of Charles County

Applications are available on the Charles County Government website at <http://www.charlescounty.org/apps/citizenadvisory/public/enterApplication.jsp> or by contacting Carol DeSoto, Commissioner Specialist at 301-645-0691 or e-mail desotoc@charlescountymd.gov. *A separate application must be submitted for each membership to which you wish to apply.*

POSITIONS REMAIN OPEN UNTIL FILLED

There are 7 vacancies on the 11-member **Adult Public Guardianship Review Board**; 1 from each of the following specifications: Nurse; Citizen Member; Physician Member; Registered Pharmacist; Attorney; Health Department Psychiatrist; Non-Profit Social Services Organization Representative. The Board provides impartial oversight of the care and services provided for the individuals under public guardianship, reviews the current status of health and welfare of these persons, and makes recommendations as to whether guardianship should be continued as established, modified, or terminated. The Board meets twice a year and as needed for emergency situations. Members serve 4 year terms.

There are 2 vacancies on the **Alarm Review Board** for an Alarm User from the Public at Large and a Local Alarm Business Representative. The Board was established by Ordinance No. 98-48 to encourage alarm users and alarm businesses to maintain operational reliability and to properly use alarm systems to reduce/or eliminate false alarm dispatch requests. The Alarm Review Board will conduct periodic reviews of false alarm records and formal hearings to consider evidence presented by interested parties regarding appeals from fines and/or other charges relating to installation or operation of an alarm system. The Board meets as needed.

There are 3 vacancies on the **Area Council on Aging** for citizen members (1 from the senior community over the age

of 60); Members serve 4-year terms. The Council promotes the welfare and betterment of senior citizens of Charles County by working actively and cooperatively within the community; develops awareness and understanding of problems and concerns; and develops community support for programs designed to benefit and support the senior citizen population. The Council meets monthly on the second Thursday at the Richard Clark Center at 9:30 am.

There is 1 vacancy on the **Board of License Commissioners (Liquor Board)**, one for a District 3 Representative. The task of this Board is to review and approve the issuance and renewal of liquor licenses in Charles County, and establish penalties for violations. The Board meets the 2nd Thursday of each month at 10:00 a.m. in the County Government Building. Members serve four-year terms.

There are 2 vacancies on the **Board of Social Services** for a Citizen Members. The Board of Social Services is tasked with dealing with policies, programs, and problems of the local Department of Social Services and Public Assistance administration. This board meets the 2nd Monday of the month at 6:15pm.

There are 3 vacancies for a Citizen Representatives on the **Cable Advisory Commission** for a 4 year term. The Commission invites, receives and evaluates applications for franchises; holds public and administrative hearings in order to make recommendations to the Board of County Commissioners; encourages the use of access channels among the widest range of institutions, groups, and individuals within the County; audits all franchise records as necessary or appropriate; retains experts and consultants to assist in its work; conducts periodic evaluations of cable systems; reports matters relating to cable systems and cable operators; reviews and recommends regulations relating to cable systems and cable operators; and seeks to resolve disagreements among franchisees, subscribers and public and private users of system facilities. The Board meets on an as needed basis.

The County Commissioners are seeking persons interested in Commissioner-nomination for the Governor's consideration for citizen membership on the **Critical Area Commission (CAC)**. There is 1 vacancy. The Commission's primary responsibilities are to: review and approve State projects on State-owned land in the Critical Area; review and approve State or local agency actions resulting in a major development on private lands or lands owned by local jurisdictions; and review and approve all changes to a jurisdiction's Critical Area Program, including changes to ordinances, regulations and maps. The Board meets on the first Wednesdays of each month in Crownsville, MD with morning and afternoon sessions. Pre-meeting prep requires the review of reports for all agenda items. Basic knowledge of environmental science and life experience in land use/growth and development issues relating to resource preservation would be helpful. State statute requires at least a 60% attendance rate for meetings. Term length is 4 years. *Applicants may not be an elected or appointed official of the federal, state or local government.*

There is 1 vacancy on the **Disadvantaged Business Loan Review Committee** for Business Services Provider Member. This Committee serves as an advisory review body for the purpose of reviewing and approving loans to eligible businesses under the procedures of the Disadvantaged Loan Fund. The Committee meets only when applications are received on an as needed basis.

There is 1 vacancy on the **Ethics Commission**. This vacancy is for a citizen member. The responsibilities of this Board are to devise, receive and maintain all forms generated by the Charles County Code, Chapter 170, Code of Ethics; to provide published advisory opinions to persons subject to the aforementioned code as to the applicability of the provisions; to investigate, process and make determinations as to complaints filed alleging violation of the aforementioned code; and to conduct a public information program regarding the purpose and application of the aforementioned code. The Board meets at least quarterly and currently on a monthly basis at 7:00 pm in the County Government Building. Members serve four-year terms.

There is 1 vacancy on the 7 member **Gaming Permit Review Board**, for a citizen member. The Gaming Permit Review Board accepts and reviews applications for permits for gaming events in Charles County and recommends approval or disapproval to the County Commissioners. The Board meets quarterly on the first Monday of the month before the quarter begins. Members serve 4-year terms.

There are 2 vacancies on the 8 member **Grants Advisory Panel** for a Citizen Members. The Panel reviews applications for the Grants Awarded by the Board of County Commissioners and makes recommendations to the Board of County Commissioners regarding the amount and type of funding to be awarded. The vacancies are for 2-year terms. This board meets as needed during normal County business hours.

There are vacancies on the **Heritage Commission** for citizen members. The task of the Heritage Commission is to

manage, procure, preserve and disseminate materials relating to the local history of Charles County. Members serve 4-year terms.

There is 1 vacancy on the **Historic Preservation Commission**. The Commission will review development plans for impacts to historic resources, recommend properties for local historic landmark designation, review exterior changes to locally designated landmarks, and support documentation of historic resources throughout Charles County. Applicants for this vacancy must possess professional training in any of the following areas: history, architectural history, archeology, historic preservation, landscape design, or related field. The Board meets monthly. Members will serve 3-year terms. The Commission meets in the evenings.

There are 2 vacancies on the seven-member **Homeowners' Association Dispute Review Board**, which meets as needed to hear and resolve disputes between a homeowners' association and a homeowner regarding the covenants or restrictions of the homeowners' association. The vacancies are for a resident involved in housing development and real estate sales or investor-owners of units in common ownership communities. The Board meets as needed in the evenings at the County Government Building. Members serve three year terms.

There is 1 vacancy on the seven-member **Housing Authority Board of Charles County**. The Board supports activities which promote the availability of safe, sanitary, and decent housing for persons of low and moderate income in Charles County. The Board meets at 4:30 pm on the fourth Thursday of each month. Members serve 5-year terms.